

SHELTER HARBOR FIRE DISTRICT

BOARD OF GOVERNORS MEETING DRAFT MINUTES

July 9, 2015 at 8:30 a.m.

Shelter Harbor Inn

10 Wagner Road

Westerly, RI 02891

I. Call to Order and Roll Call

Tom Lloyd called the meeting to order at 8:35 a.m. and took roll call. BoG members present were John Bruno, Vivian Duff, Bob Hatfield, Michael McEntee, Marianne Nardone, Rick Wiatrowski, and Tom Lloyd. Also present were Glen Berwick, Treasurer; Nonie Price, Clerk; and Peter Ruggiero, Legal Counsel. Harry Gregory was absent. There were two members of the community present.

II. Public Comment/ SHFD BOG Response

Mark Pratt wanted to thank Tracy Pontarelli who donated tee shirts for the 95 participants in the fun run/walk this year.

Mark asked about the SHFD community sign indicating the beach parking lot status as full or empty. Vivian Duff will look into getting the sign.

III. Approval of Minutes of June 5, 2015

A motion was duly made by John Bruno and seconded by Vivian Duff to approve the SHFD BoG Minutes of June 5, 2015. There was no

discussion. A vote on the motion was unanimous.

Tom Lloyd asked to reorder the agenda to bring forward two items; the Finance Report under Item VIII and the Fire Protection Contract under item IX. Bob Hatfield duly moved and Michael McEntee seconded a motion to reorder the agenda for the two items. The motion carried with a unanimous vote.

IX. Old Business

D. Fire Protection Contract

Mark Pratt explained the status of the current contract and shared a spreadsheet of options with costs of each over a five-year period. The SHFD is in a situation to have the legal ability to enforce the terms of the current contract for one more year. This was presented as Option #1. A better contract has been offered as a result of the situation and was presented as Option #2. Instead of holding Dunns Corner Fire Department to the terms of the current contract (Option #1), Mark recommended taking Option #2 as the new contract offered by Dunns would decrease the cost of the fire protection over the intended five year contract term. Mark added that Dunn's is rated very highly as a fire protection agency.

John Bruno duly made a motion to accept the Dunns Corner Fire Department five-year contract Option # 2 of \$70,378 authorizing the Moderator to sign the contract with Dunns Corner Fire Department. Vivian Duff seconded. A vote on the motion was taken and approved

unanimously.

Tom thanked Mark Pratt for all the work he did to work the figures for the contract.

VIII. Reports of Agents and Committee Chair Reports

F. Finance Committee Report

Mark Pratt advised that the Finance Committee recommends an expense budget of \$225,925 which represents an increase of 5.4% due to fire protection and beach expenses. This budget will require a mil rate of \$1.27 per \$1000.

A motion was duly made by Vivian Duff to accept the budget as presented for the 2015-2016 year for the amount of \$225,925 with a mil rate of 1.27. The motion was seconded by John Bruno. There was no further discussion. A vote was taken and the motion carried unanimously.

The agenda resumed its order of items with the Announcements.

IV. Announcements

**The Rhode Island Resource Recovery Corporation is hosting recycling events for household hazardous waste. Visit the following website to make an appointment.:
<http://www.rirrc.org/resident/upcoming-events/>.**

The local event will be held on July 18 at DPW, 35 Larry Hirsch Lane

from 8:00 a.m. to 1:00 p.m.

Tom Lloyd went to a presentation by DOR where forms were handed out for rental properties. Forms were distributed by SHFD email blast and posted on the SHFD website.

Nonie Price and Tom Lloyd will look into attending the Open Government Summit at the Roger Williams University School of Law on July 31, 2015. If seating is unavailable, viewing the presentation online will occur following the Summit.

V. Correspondence

Karen Matheson and Cheryl Ferris - Beanpot Gardens Maintenance

Karen wanted to let residents know she would complete responsibilities for the Beanpot Gardens and the gardens at Grove Dock for this season. She intends to step down as agent at the end of the season.

Since this correspondence was received, Roland Hellwig offered to do the heavy maintenance for the gardens and maintenance estimates were not needed. Karen has since offered to stay on as the agent for the Beanpot Gardens. The Board offered its thanks to Karen and Roland for their efforts on behalf of the community.

VI. Treasurer's Report

Glen Berwick presented and explained his treasurer's report. The beach expenses will be higher this year due to a one-week extension

of the season due to a late Labor Day.

Michael McEntee made a motion to authorize the Moderator, Treasurer, and Vivian Duff of the SHFD BoG to decide about an increase in the level of the directors and officers liability coverage. Bob Hatfield seconded the motion. A vote was taken and the motion carried unanimously.

Glen requested the following resolution: "The Board of Governors approves the corporate resolutions adding Heidi Fischer to the logo-wear account as a signatory." Vivian Duff seconded the motion. There was no discussion. A vote was taken and unanimously passed.

Glen asked that the BoG approve the increase/accrual in fire protection cost of \$3,460 for the fiscal year June 30, 2015.

John Bruno duly moved to accept the Treasurer's report. Rick Wiatrowski seconded. There was no further discussion. A vote unanimously carried the motion.

VII. Tax Collector's Report - No Report

VIII. Agent and Committee Chair Reports

A. Beach - Report Distributed

Vivian Duff commented the beach is going well so far this season. The lifeguards have been doing a great job.

Betty Waters contacted RPE and the company has verbally agreed to extend the contract for three years. A written contract will be forthcoming. Jim Levins replaced the Port-O-Potty surround with Bob Duff. Jim Levins built a bike rack at the beach, too. The July 4 holiday weekend was highly successful. Aaron Perkins will conduct another version of CPR training, if there is interest.

Residents are reminded to keep their dogs on leashes at all times around the colony and at the docks.

B. Beanpot - Maintenance Estimates

Maintenance estimates were not needed due to Roland Hellwig's offer to do the heavy work of maintaining the Beanpot gardens at no cost. In her report, Karen wanted to thank all who have helped her with the gardens. Those people are Helene Hardick, Sue Nardone, Jan Sylvestre, Cheryl and Dick Ferris, Marie McEntee, Pierre Genest, and Steve Matheson.

C. Bylaws - No Report

A motion for consideration by the SHFD residents at the 2015 Annual Meeting has been presented by Joe Rucci and seconded by Bob Hatfield. Nonie Price read aloud the motion to the BoG. Tom Lloyd asked for a motion to endorse the motion. Bob Hatfield duly moved and John Bruno seconded that the SHFD BoG discussed the proposed change to the bylaws and supports its approval. There was no discussion. The motion by the BoG was approved unanimously.

John Bruno requested a group be assigned to study Article 16 of the Bylaws dealing with the "Use of District Facilities." The group will be comprised of John Bruno, Vice Moderator; Glen Berwick, Treasurer; and Bob Hatfield, SHFD BoG member. A member of the community will be asked to join in the study.

D. Community Events - No Report

D. Database - No Report

E. Directory - No Report

F. Finance - Report Distributed

This report was discussed earlier in the meeting. See above.

G. Harbor Master

John Bruno asked people parking at Grove and Point docks have either a sticker, or beach tag, in their cars. The green, outdated SHFD stickers are acceptable.

Small Boat Racks - No Report

H. Long Range Planning Committee - No Report

I. Public Access Defibrillator - No Report

J. Roads - Report Distributed

It was shared that Bill Ricci was going to come to SH today to patch potholes on roads.

K. Safety and Security - No Report

L. Tennis - No Report

M. SHFD Website - Report Distributed

Bob Duff stated the website has 80 members. He would like more residents to access the site.

IX. Old Business

A. Escrow of Fire District Taxes

This item was discussed previously and will be dropped from the agenda.

B. APPRA Policy

In regard to the access to public records, Nonie Price asked if a completed request could be set up to be sent directly to the shelterharborfiredistrict@gmail.com. Bob Duff will look at a municipal site for form options with this feature to incorporate into the SHFD website.

C. Fire District Tax Fee for Municipal Lien Certificates

This item will be carried on the agenda for the next regular meeting of the SHFD BoG.

D. Fire Protection Contract

This item was discussed earlier in the meeting. See above.

E. MacDowell Road Driveway Plan

Tom Lloyd stated that the SHFD has final language for the agreement. The redesigned (smaller) driveway has been built as approved.

XI. New Business

A. Discussion of Annual Meeting agenda items, Budget recommendation, Nominations and Motions

With the Treasurer's Report, Finance Report, and Bylaws items addressed earlier in the agenda, this item has been adequately discussed and no further discussion is needed.

XII. Public Comment/ SHFD BOG Response

There was no public comment.

XIII. Adjournment

The next regular meeting of the SHFD BoG will be determined after the Annual Meeting.

Rick Wiatrowski moved to adjourn the meeting of the SHFD BoG. Marianne Nardone seconded. All present voted unanimously to adjourn.

Recorded by

Nonie Price, SHFD Clerk